



<Date>

<Address>

Dear <Reviewer>:

Thank you for agreeing to participate as a peer reviewer of the ACIP statement entitled, "Prevention of Rotavirus Gastroenteritis Among Infants And Children: Recommendations of the Advisory Committee on Immunization Practices (ACIP)." We appreciate your willingness to help with this important effort to prepare for publication of this ACIP document. I am writing to you so that we can begin the first required steps of the review process.

The reason for this request is as follows. As a federal agency, HHS is now required to follow the federal guidance, which has not yet been finalized, from the President's Office of Management and Budget (OMB) regarding peer review of influential scientific assessments. This guidance can be found online at www.whitehouse.gov/omb/memoranda/fy2005/m05-03.pdf. This bulletin, entitled "Final Information Quality Bulletin for Peer Review", established government-wide guidance aimed at enhancing the practice of peer review of government science documents. The Bulletin is one aspect of a larger OMB effort to improve the quality of the scientific information upon which policy decisions are based. The bulletin defines a peer review planning process that will permit the public and scientific societies to contribute to agency dialogue regarding which scientific reports merit especially rigorous peer review.

I have included for your information the following documents:

1. Attachment A: Peer Review Process for Recommendations of the ACIP
2. Attachment B: Guidelines for Reviewers which clarifies what needs to be included in the review
3. Attachment C: Conflict of Interest form for you to complete, sign and return

Please review the background information in Attachments A and B and complete the conflict of interest form (Attachment C) and return it in the envelope provided.

We appreciate the time and effort that you have made available for this review. If you have any questions regarding this request, please contact us.